

Woodrow Wilson Campus Leadership Team

Minutes

Date: September 25, 2017

Time: 3:15 pm-4:00 pm

Location: Woodrow Wilson Library

- Consent to serve forms (for new members) was completed.
- Cafeteria lunch card procedures-We will be getting new Student ID cards after picture day. K-2 will decide how they want use the cards and 3-5 will decide how they want to use the cards.
- Cafeteria-A la cart items need to be served every day. Ice-cream is considered an a-la-cart item. Do we keep it for Friday only or open it up for every day? The CLT decided that we would like to keep Ice-Cream to be served only on Fridays. This helps promote health and fitness, helps students learn to save money for Ice-Cream on Friday, and allows more equity among our students.
- What needs does the team have that we can help support?
 - Kinder:
 - The backdoors by the cafeteria are still not working. A maintenance request has been submitted. It has been repaired two times before and need the parts to fix it for the third time.
 - It is taking a long time for the students to get through the lunch line. Teaches are having to stay with their students to help them get through the line. More kids are buying lunch, and the entire grade level coming together have caused the back ups.
 - 1st Grade:
 - How do we keep documentation for MTSS and meet student needs? The campus based MTSS team is ahead of the curve in establishing the new procedures. Training is coming that will explain it well. In the meantime, continue to record interventions that you are currently using in the classroom.
 - Formally we need to commend the MTSS team for the work they are currently doing and helping the district establish the procedures.

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- Parent conference form. A google doc form will be shared during the weekly updates with the procedures for logging parent conferences.
- 2nd Grade:
 - The 2nd grade classrooms need geography maps. We have contacted Jennifer Hood (Social Studies Curriculum Coordinator) to see if she can help us locate the maps that are needed.
- 3rd Grade: Questions were answered above.
- 4th Grade: Questions were answered above.
- 5th Grade: Questions were answered above.
- Custodian need update.
 - The A and B hallways are being cleaned well.
 - The C, D, and E hallways need to have the floors vacuumed daily.